



TOWN OF DISCOVERY BAY

A COMMUNITY SERVICES DISTRICT

SDLF Gold-Level of Governance



President – Bill Mayer • Vice-President – Bill Pease • Director – Kevin Graves • Director – Robert Leete • Director – Bryon Gutow

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TOWN OF DISCOVERY BAY

Wednesday September 18, 2019

REGULAR MEETING 7:00 P.M.

Community Center

1601 Discovery Bay Boulevard, Discovery Bay, California

Website address: www.todb.ca.gov

REGULAR MEETING 7:00 P.M.

A. ROLL CALL AND PLEDGE OF ALLEGIANCE

1. Call business meeting to order 7:00p.m. – By President Mayer.
2. Pledge of Allegiance – Led by Director Graves.
3. Roll Call – All present with the exception of Director Leete.

President Mayer – Agenda item D-1 Terracon Consultants – Update on Pool Project Costs – Terracon unable to provide a presentation and the item is being pulled; there will be no discussion regarding the Community Center Pool. Staff will continue with Terracon Scope of Services approved by the Board at the May 9, 2019 Regular meeting. Public Comment will be during the time of agenda B – Public Comment.

B. PUBLIC COMMENTS (Individual Public Comments will be limited to a 3-minute time limit)

Public Comment Regarding:

- Cost within the Terracon reports related to the Aquatic Pool, borrowing wastewater funds for the pool, and River Otters had successful season.
- Terracon pool costs and budget.

C. CONSENT CALENDAR

All matters listed under the CONSENT CALENDAR are considered by the District to be routine and will be enacted by one motion.

1. Approve DRAFT minutes of regular meeting for September 4, 2019.
2. Approve Register of District Invoices.
3. Approve Capacity Fee Charge Report for Fiscal Year 2018-2019.
4. Approve Annual Disclosure Pursuant to California Government Code Section 53065.5.
5. Approve Contract with Precision IT Consulting to Provide IT Services and Consulting to the Town of Discovery Bay.
6. Approve DRAFT Revisions to the District Recreation Facilities Alcohol Policy.
7. Approve Report of Delinquencies and authorize staff to record a certificate of lien in the Contra Costa County Recorder's Office declaring the amount of charges and penalties due.

Motion by: Vice-President Pease to approve the Consent Calendar

Second by: Director Graves.

Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

D. PRESENTATIONS

1. Terracon Consultants – Update on Pool Project Costs – Pulled.
2. Herwit Engineering – Summarize Wastewater Master Plan.

Hervit Engineering Gregory Harris – Provided a PowerPoint and the details regarding Plant No. 1 Summary; cost to move Plant No. 1 to Plant No. 2, minimum and future repairs, operation of Plant No. 1 (non-operational for approximately 3 years), maintenance and the need of Plant No. 1 for backup. Additional details provided regarding Denitrification, Operation and Maintenance costs, an average estimated sewer rate over 10 year, 20 year, 30 year and 40 year period and the timeline for the project.

Public Comment Regarding:

- Project cost to move Plant No. 1 to Plant No. 2; as a rate payer would like the least amount for upgrades using unrestricted Wastewater Funds. That would bring an annual rate increase of approximately \$93.00, total sewer rate to approximately \$1,083.00 and a 9.42% sewer rate increase. Not in favor of spending \$24m to extend Plant No. 1 life for an estimated 40 years which is also approximately a 21.2% increase. Would like to see spending only the \$14m to get 20 years life for Plant No. 2.

District Engineer Harris – Clarified the numbers for the project:

- Denitrification \$8m (whether Denitrification is at Plant No. 1 or Plant No. 2).
- Minimum improvements at Plant No. 1 - \$4m (separate from Denitrification).
 - Base minimum project for Denitrification (along with fixing a few other items) total approximately \$12m to \$14m
- Moving Plant No. 1 to Plant No. 2 - \$10m.

District Engineer Harris – Stated that the approximate project to move Plant No. 1 to Plant No. 2 total is \$24m.

There was discussion regarding the Ox Ditch (need for a 3rd Ox Ditch if maintenance needed), lifespan, Influent Pump Station, and Plant No. 1 land for other use. The discussion continued regarding the timeline for Denitrification (December 31, 2023). Recommendation to move Plant No. 1 discussed 20 years ago (District was Sanitation District 19), current reserve fund, emergency fund, and moving Plant No. 1; need for 3rd Ox Ditch, 2 Clarifiers, Pump Station, improvements to the Headworks, and Denitrification.

District Engineer Harris – Reminder of schedule: October 2, 2019 Board meeting (vote on whether or not to move Plant No. 1 to Plant No. 2). At the October 16, 2019 Board meeting approve the final improvements in the final budget (financing plan).

E. MONTHLY WATER AND WASTEWATER REPORT – VEOLIA

1. Veolia Report – Month of August.

Project Manager Sadler – Provided the details of the August 2019 monthly operations report. There was discussion regarding the use of the Genie Lift.

F. BUSINESS AND ACTION ITEMS

1. Discussion and Possible Action to Seek WW Grant Funding for Tennis/Pickleball Court Improvements at the Community Center.

Recreation Programs Supervisor Kaiser – Provided a background regarding the WW Grant Funding for the Tennis/Pickleball Court conversion. There was discussion regarding Pickleball Court close to the Dog Park (noise level), and other projects for the use of the WW Grant Funding (stipulations for use of the funds), and the courts at Cornell Park.

Public Comment Regarding:

- No problem for dogs with the noise of Pickleball.

Motion by: Vice-President Pease to authorize staff to pursue \$66,804.31 in WW Grant Funding for the purpose of converting Community Center Tennis Courts 3 & 4 to six Pickleball Courts.

Second by: Director Graves.

Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

2. Discussion and Possible Action to Authorize Expenditures for a Motor Replacement in Well 4A.

District Water Engineer Shobe – Provided a background and the details regarding the replacement of the motor in Well 4A, the timeline of replacement, pump rental, and the cost.

Motion by: Director Graves to authorize the General Manager to Execute a Contract with the Pump Contractor Kirby's Pump and Mechanical, Inc., for the replacement of the submersible motor in Well 4A.

There was discussion regarding the possible order and return of the cable (if there is no need for the cable).

Legal Counsel Pinasco – Stated motion to be amended to include the budget of \$155,000.00.

Motion Amended by: Directors Graves to include the budget of \$155,000.00.

Second by: Vice-President Pease.

Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

3. Discussion and Possible Action to Adopt Resolution No. 2019-10 Allowing Preliminary Wastewater Enterprise Project Expenditures to be Reimbursed from Bond Proceeds.

Assistant General Manager Breitstein – Provided the details regarding Resolution No. 2019-10 allowing preliminary Wastewater Enterprise Project Expenditures to be reimbursed from Bond Proceeds.

Motion by: Director Graves to approve Resolution No. 2019-10 (the "Resolution"), thereby authorizing expenditures pertaining to the finance of the costs associated with constructing, repairing, expanding, modernizing, and/or equipping of its Wastewater Enterprise, as identified in the Wastewater Master Plan, respectively, and as set forth in the schedule of projects attached thereto.

Second by: Vice-President Pease.

Vote: Motion Carried – AYES: 4 – President Mayer, Vice-President Pease, Director Graves, Director Gutow, NOES: 0, ABSENT: 1 – Director Leete.

G. DIRECTORS' REPORTS

1. Standing Committee Reports – No report
2. Other Reportable Items – President Mayer attended the East Contra Costa Fire Protection District meeting; topics were Measure L and an MOU for Measure L.

H. MANAGER'S REPORT

None.

I. GENERAL MANAGER'S REPORT

General Manager Davies – Provided the details regarding Code Enforcement in Discovery Bay and there were 270 Tags. The brackets have been placed at the Front Entrance, vendor getting the lights in and the project should be complete by the end of this Month. There was discussion regarding the staff training for the Front Entrance lights.

General Manager Davies – Provided the details regarding the Finance Manager interviews; 2 candidates (in the reference checking process), and the process for interviews for the Parks and Landscape Manager. In the meantime Monica Gallo will be the Interim Parks and Landscape Manager.

There was discussion regarding Newport Drive; improvements with the landscaping and thanked the Interim Parks and Landscape Manager for the work.

J. CORRESPONDENCE RECEIVED (Information Only)

1. East Contra Costa Fire Protection District meeting minutes for August 14, 2019.
2. East Contra Costa Fire Protection District meeting minutes for August 19, 2019.

K. FUTURE AGENDA ITEMS

None.

The regular meeting adjourned at 8:19 p.m. to the Closed Session.

L. OPEN SESSION DISCLOSURE OF CLOSED SESSION AGENDA

(Government Code Section 54957.7)

Legal Counsel Pinasco - The Town of Discovery Bay will adjourn to Closed Session to discuss the item identified on the Agenda as M-1.

M. CLOSED SESSION:

1. Conference with Legal Counsel - Anticipated Litigation Pursuant to Government Code Section 54956.9(b)
One Potential Case.

N. RETURN TO OPEN SESSION; REPORT ON CLOSED SESSION

(Government Code Section 54957.1)

Legal Counsel Pinasco - Reporting from Closed Session on item M-1 and there is no reportable action.

O. ADJOURNMENT

1. The meeting adjourned at 8:30 p.m. to the regular meeting on October 2, 2019 beginning at 7:00 p.m. at the Community Center located at 1601 Discovery Bay Boulevard.

//cmc – 09-20-19

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